

Nottingham West Civic Club
Meeting Minutes
January 16, 2013

- 1) Meeting called to order at 7:35 with 18 households represented.
- 2) Agenda was adopted
- 3) Prior meeting minutes approved as printed
- 4) Constables Report: Very quiet, no recent activity
 - a) One occurrence of criminal mischief around Christmas (stealing wreath).
 - b) Solicitors can't be barred from the neighborhood and the city can't require licensing or IDs as the requirements would apply to all solicitors, including Boy & Girl Scouts. Residents concerned about solicitors in the neighborhood may call the constables who will come out to check ID and encourage them to be polite.
- 5) Officer's Reports
 - a) President – Dave Campbell
 - Dave has accepted a new job in Austin and will be moving in February. As a result, he will have to resign as President of the NWCC.
 - If you're interested in running for president, or know someone who is, contact Dave Campbell.
 - b) Vice President – John Benton
 - Reviewed the plans for the park improvements. We don't have to wait until funding is complete as this will be a phased construction project. There is a fence in all three funding levels.
 - A proxy ballot will be sent for homeowners to vote on the funding level. If none of the options gains at least 50%, a runoff will be held for the top two choices.
 - c) Secretary – Angie Lootens
 - If you are interested in receiving the newsletter by email, or if you have anything to include in the next edition, send the information to nothinghamwest@hotmail.com.
 - d) Treasurer – Pam Ziegenbein
 - NWCC assessments were mailed in late December and are due by the end of January.
 - Send your email address to pziegenbein@att.net or nothinghamwest@hotmail.com to be added to the neighborhood security email distribution.
- 6) Architectural Control Committee Report
 - a) There are 24 new homes in the neighborhood; four are under construction and 20 are complete. If you experience problems with builders, contact Preston Mood at 281-543-7994.
 - b) General maintenance in the neighborhood has improved but there are still 15-20 homes that could be improved.
- 7) New Business
 - a) Officer Elections
 - All officers were unanimously elected.
 - b) Budget
 - A motion was made to adopt the budget. The budget was unanimously adopted.
 - Increased park operating expenses are not reflected in the 2013 budget, but will be included for 2014.
 - Management fees will increase in the summer. This may be offset by a reduction in trash expense. RealManage has managed another nearby neighborhood and will handle:
 - Deed restriction enforcement
 - Billing and collections
 - Website setup and maintenance
 - c) NWCC Homeowner Assessments
 - An automatic increase equal to CPI, or \$8 annually, was effective with the January 2013 assessment. The officers and board are recommending an additional increase to 6% that will take effect with the July 2013 assessment. The proposed increase will be used to cover unexpected expenses and to establish a reserve fund.
 - Further discussion was tabled and the vote will be included on the proxy ballot for the April meeting.
 - d) Floor motion
 - A motion was made to discuss flag pole guidelines. This will be added to the next meeting agenda.
- 8) Proposed business for the April meeting
 - a) Election for President
 - b) Vote on Nottingham Park improvement funding level
 - c) Vote on trash contractor
 - d) Vote on increase to homeowner assessments
 - e) Discussion and adoption of flag pole guidelines
- 9) Meeting adjourned at 8:35 pm

Minutes approved by: John Benton, Angela Lootens, Pam Ziegenbein, Mark Dessens, Reed Brown